

# Postgraduate Admissions Statement for PGCE Education (Secondary)



This Admissions Statement applies to applications submitted for entry to the programme between 20 September 2023 and 15 September 2024.

It should be read in association with the [University Admissions Principles and Procedures](#) for Postgraduate programmes, the relevant [prospectus entry](#) and general [application guidance](#).

## Admissions criteria

### Academic and English language requirements

The academic and English language requirements for this programme are displayed on the [Postgraduate Prospectus](#)

For information on international equivalent qualifications, please refer to our [International Office website](#).

### Non-standard applications

Unfortunately, we are unable to accept non-standard applications for this programme. Applicants must meet the entry requirements stated above in order to comply with Department for Education ITE requirements.

If you do not quite meet the required academic requirements in terms of degree subject, but meet the other entry requirements and qualities, you may be offered a place on the condition that you complete a [subject knowledge enhancement course](#). These courses are available in several locations.

Additional references. You are welcome to upload additional references, such as professional references from work experience in a related field and/or industrial placements, to further support your application.

## Application process

### Online application form

Applicants should apply through Apply Department of Education. Please be aware that there can be a delay of up to 48 hours between you submitting your application through Apply Department of Education and it being received in our system.

Applicants must consider this when submitting their application, and are advised to submit to the Department of Education at least 3 days prior to our own application deadline date, as stated on the relevant [programme finder](#) pages.

### Required and optional documents

#### References - Required

We require two academic references. References should comply with our standard requirements outlined on [our guidance pages](#).

#### Degree certificate(s) and academic transcripts

From first and subsequent degrees. Degree certificates and transcripts should comply with our standard requirements outlined on [our guidance pages](#).

### **Personal statement - Required**

Personal statements should highlight the motivation for applying for the course, and any relevant experience and/or skills.

You should include the following details: your reasons for wanting to teach; evidence that you understand the rewards and challenges of teaching; your previous education and how you have benefited from it; experience of teaching (such as visits to schools, classroom observation or working as a teaching assistant); any other work with young people (such as helping with a youth club, working at a summer camp or running a sports team); the range of relevant abilities and skills you can bring to teaching (such as practical experience, managing people, working with or leading a team, communication skills); any reasons why there may be restrictions on your geographical mobility; why you want to study in the UK if you don't currently live here; and whether you have taken part in the Department for Education's School Experience Programme (SEP) or Primary Experience Programme (PEP) (formerly organised by the National College for Teaching and Leadership).

### **English language certificates/other evidence - Required**

Evidence of meeting the English language profile as stated on the [Postgraduate Prospectus](#) and specified by the [University English Language Requirements Policy](#)

## **Selection process**

### **Assessment of applications**

All applicants are considered in line with the University's [Admissions Principles and Procedures Policy](#). Once a complete application has been submitted with all required supporting documents, it is considered by at least two members of staff using the following criteria:

- good subject skills
- good understanding of the place your subject in the secondary school curriculum
- up to date awareness of effective teaching and learning in your subject
- interest and awareness of what working with young people involves
- commitment to teaching in the state sector
- communication skills
- critical analysis
- good organisation
- reflection
- resilience

### **Interviews**

Interviews form part of the selection process.

The purpose of the interview is to assess whether the applicant has the necessary skills and capabilities to pursue the chosen postgraduate programme, and whether the programme is appropriate to the applicant's interests and aspirations.

You will be interviewed by subject tutors and possibly staff from our partnership schools. The format of the interviews varies; however, they may include; making a presentation, engaging in group discussions, completing a range of tasks and an individual interview.

## **Decisions**

Applicants will be notified by email when a decision has been made and decision letters will be available to view and print by logging into the application. If there is a deadline by which applicants must accept an offer of admission or pay a deposit, this will be stated in the offer letter.

## **Offers**

Offers will typically be made in line with the academic requirements set out above.

Offers made may be conditional or unconditional. An unconditional offer will be made to applicants who have already met the conditions and provided evidence that conditions have been met. Where academic or language requirements have not yet been fulfilled, applicants will receive a conditional offer outlining the requirements that must be met.

If an applicant is not selected to receive an offer for the course to which they have originally applied, we may offer the opportunity to be considered for an alternative programme in a related subject area. In such cases applicants will receive an email notification providing any alternative course options and asking whether they wish to be considered for these. It may be necessary for applicants to submit additional documentation in order for the application to be fully considered for an alternative programme. Details of the documentation required can be found in the admissions statement for the relevant programme.

## **Deferrals**

Deferrals are not permitted for this programme. Applicants are encouraged to re-submit their application for consideration in the following year.

## **Additional information**

### **Extenuating circumstances**

If your education has been significantly disrupted through health or personal problems, disability or specific difficulties within your studies, you can submit an [extenuating circumstances](#) form as part of your application.

The information provided will be treated confidentially and will help us to assess your academic performance fairly considering your circumstances.

### **Academic Technology Approval Scheme (ATAS)**

An ATAS certificate is not required for this programme.

## **Visa**

International students coming to the UK to study full-time may need to apply for a student visa. [Guidance notes](#) are available on the University website.